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"ARMY CIVILIAN PERSONNEL PROFESSIONALS--HELPING LEADERS MEET THE MISSION"



CPAC INFORMATION BULLETIN NUMBER 62

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New Law Provides for Elimination of Pay Offset for Reemployed **Annuitants**

Section 9902(j) of Title 5 United States Code (U.S.C.), as enacted by section 1101 of the National Defense Authorization Act (NDAA) for Fiscal Year 2004 (Pub. L. 108-136), gives the Secretary of Defense authority to hire and set the pay of newly appointed annuitants without a reduction in their Federal salary. The recent enactment of the NDAA provides the Department with a new flexibility to attract and retain talented men and women with the expertise and corporate knowledge to fill hardto-fill and critical positions or to temporarily mentor the next generation of civil servants. The new authority applies to annuitants hired on or after November 24, 2003. Annuitants hired prior to November 24 will continue to serve in their positions in accordance with the current provisions of their appointment. It is anticipated that policy implementing the provisions of the new law will be signed by the Under Secretary of Defense for Personnel and Readiness in the very near future. The DoD policy guidance will address specific parameters and criteria for the hiring and compensation of annuitants, documentation and reporting requirements, and delegation of authority.

Only you can be yourself. No one else is qualified for the job.

CIVILIAN DRUG TESTING

U.S. Army Medical Command conducts DA civilian drug testing at the Fort Meade, MD forensic toxicology drug testing laboratory (FTDTL).



The Department of Transportation and the Substance Abuse and Mental Health Services Administration (SAMHSA) regulate the civilian testing program and certify drug-testing laboratories. The Fort Meade FTDTL was authorized to test civilian specimens in Oct 01 after passing a rigorous certification process. The Fort Meade FTDTL is one of 60 SAMSHA certified laboratories in the United States.

The Fort Meade FTDTL tests every DA civilian specimen for Amphetamines (including Methamphetamine), Cocaine, Marijuana, Opiates (including Morphine, Codeine, and the heroin metabolite 6-Acetylmorphine), and PCP. Unlike military specimens, there is no pulse or rotational testing; each specimen is tested for all drugs. Civilian specimens are not tested for Ecstasy.

Civilian cut-off levels for a positive test result are equal to or greater than 500 nanograms/milliliter (ng/ml) for Amphetamines,

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150 ng/ml for Cocaine, 15 ng/ml for Marijuana, 2,000 ng/ml for Opiates, 25 ng/ml for PCP, and 10 ng/ml for 6 - Acetylmorphine. These are the same cut-off levels as military testing except for Cocaine at 100 ng/ml and Opiates at 4,000 ng/ml.

Unlike military specimens all DA civilian specimens are checked for validity or adulteration. Validity testing includes analysis of specific gravity, creatinine, nitrites, pH, and adulterant material (bleach, soaps, metals, etc). Cut-off levels for these tests are published by SAMHSA.

Collections are conducted in accordance with the Department of Health and Human Services Mandatory Guidelines for Federal Workplace Drug Testing Programs. Detailed collection procedures may be found in the "Urine Specimen Collection Handbook for Federal Workplace Drug Testing Programs" available at www.health.org/workplace/urinebook.htm . Army guidance provided in Army Regulation 600-85 Army Substance Abuse Program (ASAP), 15 October 2001 and DA Pam 600-85, Army Substance Abuse Program Civilian Services, 15 October 2001.

Requirements for civilian drug testing and result review are more extensive than military procedures. Civilian Medical Review Officers (MROs) must review all positive and negative test results per Federal regulations.



Medical review of DA civilian test results is accomplished under a contract with ChoicePointä MRO Services, Los Angeles, CA. ChoicePointä MROs will contact each positive DA civilian employee by phone to determine if there is a valid medical explanation for the test result. If necessary DA civilian employees will be given a set time period to contact their health care provider to furnish information to the MRO. The ChoicePointä MRO will report the

test result as positive if no valid medical explanation is provided.

Once the MRO review is complete, ChoicePointä posts the final result on a secure web site accessed only by registered Installation Alcohol and Drug Coordinators.

MARCH is Workplace Eye Health and Safety Month

W-2's at MyPay

Employees can retrieve their W-2, Wage and Tax Statement for 2003 via the MyPay website, https://mypay.dfas.mil/ . The electronic W-2 is an Internal Revenue Service approved method and can be used to file your 2003 income taxes. The myPay website is available 24 hours a day, 7 days a week, and can be used to view, save, and print Leave and Earnings Statements as well as make other pay changes at a time when it's convenient for you to do so.

Your Social Security Number and a Personal Identification Number (PIN) is all that's needed in order to access information via myPay. If you do not have a PIN, you can obtain one via email by clicking on the 'New PIN' button on the website at the web address shown above. A temporary PIN will be emailed to your Army Knowledge OnLine (AKO) email address on file.

Once you have received your PIN, it is extremely important to maintain current information for your home and email address via MyPay because this is the best method for the Defense Finance and Accounting Service (DFAS) to contact employees regarding pay issues.

If you have questions regarding MyPay, please call the contact center at 1-800-390-2348. Although a hard copy W-2 is not necessary when using the electronic version, hard copies were mailed by DFAS to the address on file in the Defense Civilian Pay System. Employees who have not received, but would like to obtain a hard copy W-2, should notify their Customer Service Representative after January 30.



TSP Open Season ... Mark your calendars... The next Thrift Savings Plan (TSP) Open Season will be 04/15/04 through 06/30/04.



CHANGES TO THE THRIFT SAVINGS PLAN (TSP) LOAN PROGRAM

Effective July 1, 2004, the TSP will make three changes to the Loan Program:

- A \$50 fee will be deducted from the amount of each new loan.
- You will no longer be able to have two general purpose loans at the same time.
 Instead, you will only be allowed one

general purpose loan and one residential loan.

• When you pay off one loan, you will not be eligible to apply for another loan for 60 days.

TSP is making these changes because in recent years there has been a significant increase in the number of loans. Some participants constantly have two outstanding loans, taking another loan immediately after one is paid in full. This practice results in administrative expenses that are currently charged to all TSP participants, whether or not they ever use the Loan Program.

These changes to the Loan Program will reinforce the importance of borrowing from your TSP account only as a last resort. For participants who need a TSP loan, the \$50 fee will cover the cost of processing and servicing the loan and will ensure that these costs are paid by the 500,000 participants who use the program and not by the other 2.7 million participants who do not use the program.

Your Thrift Savings Plan (TSP) Accounts

Quarterly, the TSP Record Keeper will mail you a Participant Statement with information on your TSP account balance and a detailed summary of the activity in your account during the previous three-month period. At any time during the year you may call the TSP ThriftLine at (504) 255-8777 to learn your most recent account balance. If you are a new participant, your Personal Identification Number (PIN) for the ThriftLine will be reported to you in an introductory letter that the TSP will send you after vour agency begins submitting contributions to your account.

The Importance of Thrift Savings Plan (TSP)

Latest figures from the Thrift Savings Plan show that the number of Federal Employees Retirement System (FERS) employees in the government has almost reached the 1.5 million level, but of those some 225,000 still are not investing any of their own money in the program. They are getting an automatic 1 percent of salary government contribution but are missing out on the chance to gain additional earnings that active investing would bring. Active TSP investing generally is required to make a FERS benefit as good as the benefit under the older Civil Service Retirement System (CSRS). Below is an example of a "down and dirty" retirement projection for an employee who is age 60 with 20 years of service and a high-three average salary of \$40,000 and what their retirement would be under both CSRS and FERS. This helps explain the importance of the Thrift Savings Plan to a FERS employee.

CSRS

\$40,000 x .362500 = \$14,500 a year \$14,500 divided by 12 = \$1,208.00 a month

FERS

\$40,000 x .200000 = \$8,000 a year \$8,000 divided by 12 = \$666.00 a month

(OPM rounds down to nearest whole dollar)



TSP RATES OF RETURN

Rates of Return were updated on March 1, 2004.					
	G Fund	F Fund	C Fund	S Fund	I Fund
February 2004	0.4%	1.1%	1.30%	1.8%	2.2%
Last 12 Months*	4.1%	4.5%	38.30%	58.3%	52.7%
(3/1/03 - 2/29/04)					

* The G, F, C, S, and I Fund returns for the last twelve months assume, except for the crediting of earnings, unchanging balances (time-weighting) from month to month, and assume earnings are compounded on a monthly basis.

The monthly G, F, C, S, and I Fund returns represent the actual total rates of return used to allocate monthly earnings to participant accounts. Allocations are usually completed by the 4th business day of the month. The returns are shown after deduction of accrued TSP administrative expenses. The F, C, S, and I Fund returns also reflect the deduction of trading costs and accrued investment management fees.

RESUMIX

RESUMIX Q & A's

Q: Aren't Resume Builder, RESUMIX, and ANSWER / ROAR / SOARS all the same thing?

A: No, they are distinctly different things used for different purposes, and sometimes in different physical locations.

Resume Builder is a tool for your personal use in creating and sending out resumes. No one sees your record there but you. If you do no send it out, it is comparable to building a resume with your word processor and saving it to your own computer - no one will see it if you do not send it somewhere.

RESUMIX is the database of received resumes

either in the central RESUMIX database or at the other regions (Europe, Korea, Pacific, and West). RESUMIX is not a verb. You do not "RESUMIX", you send a resume or a selfnomination to be entered into the Resumix database.

ANSWER/ROAR/SOARS are "views" into the RESUMIX databases, allowing you to review the status of your record there, i.e., resume, self-nominations, status, etc. Each of these tools each has their own individual Userid/PIN/Password requirements.

Q: How many resumes may I have on file at one time?

A: There can only be one resume on file per person at any given time in each Resumix database (i.e., Centralized, West Korea, Pacific, and Europe). When you submit an updated resume, your previous resume will be replaced. The new resume does not delete any history, notes, or self-nominations you may already have on file.

Q: When should I update my resume?

A: There are four important events that would cause you to update your resume:

- A change in position or duties such as a promotion, reassignment, detail or work schedule.
- 2) A change in your personal information: Name, Phone and Address.
- 3) A change in your training and/or educational courses or degree programs.
- 4) Your resume will automatically be deactivated when you have accepted a permanent or temporary position offered through a Resumix referral. Once you are again available for consideration, you MUST submit a new resume at that time.

Experience is a hard teacher because she gives the test first, the lesson afterwards.

REMAINING TRAINING/LIBERAL LEAVE SCHEDULE FOR 2004

HOLIDAY	DATE	TRAINING/	
	DESIGNATED	LIBERAL	
		LEAVE	
Memorial Day	31 May 2004	28 May 2004	
Independence Day	5 July 2004	2 July 2004	
Labor Day	6 September 2004	3 September 2004	
Columbus Day	11 October 2004	8 October 2004	
Veteran's Day	11 November 2004	12 November 2004	
Thanksgiving Day	25 November 2004	26 November 2004	
Christmas Day	24 December 2004	23 December 2004	
New Year's 2005	31 December 2004	30 December 2004	

For additional information pertaining to the holiday and liberal leave schedule refer to CPB 05-04 dated 5 January 2004.

DID YOU KNOW...

The ABC-C is your connection for benefits questions, answers and elections? Your personnel office cannot accept hardcopy forms for your benefits elections. For current information about benefits, utilize the ABC-C website at https://www.abc.army.mil or contact a benefits counselor at 1-877-276-9287. Counselors are available from 6:00 a.m. to 6:00 p.m. Central Time to assist you.

YOUR HEALTH ...

Physical inactivity contributes to 300,000 preventable deaths a year in the United States. Some 40% of deaths in the United States are caused by behavior patterns that could be modified. A sedentary lifestyle is a major risk

factor across the spectrum of preventable diseases that lower the quality of life and kill Americans.



Spring Signals Sneezing Season

The start of spring signals the start of sneezing season for 25 million Americans who are allergic to the pollen in grasses, flowers and trees.

This allergy is known as hay fever, and while it can be present in the summer and fall, many people suffer most severely in the spring as everything starts to bloom.

Repeated and prolonged fits of sneezing are the hallmark of hay fever. Sufferers may also have a stuffy, runny or itchy nose, along with itchy, red eyes, according to the American Lung Association. People with hay fever may also have trouble breathing at night because the air passageways in their noses are blocked. Complications from hay fever can include chronic sinus infections, nasal polyps or asthma.

Hay fever ranges from mild to severe, but the overall affects of allergies are not inconsequential. In missed work days alone, allergies cost the U.S. economy more than \$250 million annually, reports the American Academy of Allergy, Asthma and Immunology.

The best way to control hay fever is to avoid pollen whenever possible. Use air conditioning and air purifiers to keep the levels of pollen down in your home, especially in your bedroom, recommends the lung association. On days when the pollen count is high, an antihistamine can help control some of your symptoms. Over-the-counter nasal sprays should be used with caution, however, because overuse may make symptoms worse.

MORE THAN 2.2 MILLION AMERICANS AGE 40+ HAVE GLAUCOMA

According to Prevent Blindness America's Vision Problems in the U.S. report, 2.2 million Americans age 40 and older, or about 1.9% of this population, have open angle glaucoma, the most common form of the disease. Find out if you are at risk for this sight-threatening condition.

MARCH IS NATIONAL WOMEN'S HISTORY MONTH

OUTSTANDING ACCOMPLISHMENTS BY WOMEN IN RECENT YEARS

1981 - <u>Sandra Day O'Connor</u> is appointed by <u>President Reagan</u> to the <u>Supreme Court</u>, making her its first woman justice.

1983 - <u>Dr. Sally K. Ride</u> becomes the first American woman to be sent into space.

1985 - Wilma Mankiller becomes the first woman chief of the Cherokee Nation of Oklahoma.

1989 - Ileana Ros-Lehtinen, of Florida, becomes the first Hispanic woman elected to congress. She serves in the U.S. House of Representatives.

1989 - In Boston, the Reverend Barbara C. Harris becomes the first woman consecrated as a bishop in the Episcopal Church.

1990 - <u>Dr. Antonia Novello</u> is sworn in as U.S. Surgeon General, becoming the first woman (and first Hispanic) to hold that job.

1991 - On January 2, Sharon Pratt Dixon is sworn in as mayor of Washington, DC, becoming the first black woman to serve as mayor of a major city.

1992 - <u>Carol Moseley-Braun</u>, of Illinois, becomes the first African-American woman elected to the U.S. Senate.

1993 - Shiela Widnall becomes the first secretary of a branch of the U.S. military when she is appointed to head the <u>Air Force</u>.

1993 - <u>Janet Reno</u> becomes the first woman U.S. attorney general.

1993 - <u>Toni Morrison</u> becomes the first American-American woman to win the <u>Nobel Prize for literature</u>.

1997 - <u>Madeleine Albright</u> is sworn in as U.S. <u>secretary</u> <u>of state</u>. She is the first woman in this position as well as the highest-ranking woman in the United States government.

1999 - Lt. Col. Eileen Collins is the first woman astronaut to command a <u>space shuttle mission</u>.

1999 - Nancy Ruth Mace is the first female cadet to graduate from the <u>Citadel</u>, the formerly all-male military school in South Carolina.

2001 - <u>Condoleezza Rice</u> is the first woman to serve as national security adviser.

ARTICLES FOR BULLETIN

If you have any suggestions on topics or issues that you would like addressed in future bulletins, please submit them to one of the following:

- 1. ogles@polk.army.mil
- 2. Call 531-4020

Suggestions will be reviewed and addressed if at all possible.

//Original Signed//
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